



U.S. Department
of Transportation
**Federal Highway
Administration**

Kentucky Division Office
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The Federal Highway Administration (FHWA) recently completed a national review on the oversight of Federal-aid projects administered by Local Public Agencies (LPA). The purpose of the national review was to assess the administration, stewardship, and oversight of Federal-aid projects administered by LPA entities. As a result of the review, all FHWA Divisions have been directed to review the processes and procedures used in the LPA project management process.

These current LPA reviews will help identify opportunities for improvement as well as training or guidance needed by the local entities. The Kentucky Division Office, along with the Kentucky Transportation Cabinet (KYTC), is focusing this year on project contract administration as it enters the construction phase and proceeds through to the time final billing is done. The Division has developed a questionnaire to be used as part of the review. This questionnaire, along with site visits to various projects, will be the major tool used to assess the strengths in the LPA construction contract administration area.

We are asking multiple LPA entities to complete this questionnaire so that we may have a broad picture of how contracts are being administered. Completion and return of these questionnaires will minimize the number of site visits that FHWA and KYTC personnel must make for information gathering purposes. On-site reviews will primarily be used for larger entities, agencies that have not returned questionnaire information, or for agencies that have returned missing or incomplete information.

Many general contract compliance information and questions for most type projects can be answered at www.fhwa.dot.gov/programadmin/contracts/coretoc.cfm . Transportation Enhancement funded project regulations and requirements may vary somewhat and can generally be found at www.fhwa.dot.gov/environment/te/guidance.htm .

Please assist us in completing our review by filling out the questionnaire. We ask that these be completed and returned by March 13, 2009 to the following address:

Kentucky Transportation Cabinet
Office of Local Programs, 6th Floor
Attention: Jackie Jones
200 Mero Street
Frankfort, Kentucky 40622

Should there be any questions, please direct them to Duane Thomas of FHWA at 502-223-6749.

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